

Lyman – Dayton Fire Commission  
Agenda for Meeting  
February 20, 2014

Note: FC Chairman may change the order of items to more efficiently cover the material.

1. Call to Order at 6:30 pm at GMFR Fire Station
2. Administrative
  - a. Review/amend/approve Minutes of January 16, 2014 FC meeting.
  - b. Approve interim change to GMFR Personnel Policy section 9.2B regarding vacation use timeline (fiscal year vs. anniversary date)
  - c. Review /approve revised Fee Schedule for Ambulance and Emergency Medical Services, Appendix 1 to LDFC Reg 1310
  - d. Review/approve Fire Chief's Quarterly Report, 4<sup>th</sup> Qtr 2013
  - e. Review/approve Fire Commission annual report for 2013
  - f. Review/approve plan for Fire Chief coverage during military leave March/April 2014
3. Treasurer's Report
  - a. Capital Equipment Financing options (currently tabled)
  - b. RHR Smith Accounting – Provide copies of FY 12/13 audit report and findings
  - c. Status of RFP for FY 13/14 audit services
4. Continue (if necessary) discussion of draft Fire Department 2014/15 Budget presented to Selectmen and Budget Committees on January 23<sup>rd</sup>, including financing options for a replacement Fire Truck and Ambulance.
  - a. Review/accept Fire Chief Memo dated February 3, 2014; Subj: Retirement of Engine 3
5. Fire Chief's Evaluation (may require Executive Session)
  - a. Fire Chief Self Evaluation
  - b. Status of Fire Chief's Goals and Objectives FY2013/14
  - c. Other relevant material from Fire Chief, Treasurer, Fire Commissioners, Selectmen or members of public
  - d. Fire Commissioners evaluation of Fire Chief
6. Action items from previous FC Meetings
  - a. FC Secretary
    - Medical Insurance Alternative for GMFR Employees; approved by majority of both Boards of Selectmen; add to next routine change to GMFR Personnel Policy
    - Status of hiring replacement FC Clerk
  - b. Fire Chief
    - Status of pending grants
    - Response (if any) from Fire Station modernization general contractor re: payment for Access Code modification for Fire Station alarm system
    - Update diabetic intervention policy regarding oral glucose/no transport

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7. Old (Unfinished) Business
  - a. Proposed warrant articles relating to excess ambulance revenue, ambulance billing, and use of fire truck fund – tabled until after January 23<sup>rd</sup> Budget meeting with Selectmen
  - b. FC Jim Roberts- draft Internet Use Policy
  - c. Fire Chief Items
    - Electricity Maine info on commercial electricity coverage
    - Update on Revision solar energy proposal
    - Fire Station maintenance items
  - d. Status Report of Subcommittee (Jim Roberts/Don Hernon) visits to other area Fire Depts
  - e. Status Report of Subcommittee (Amos Gay/Jim Sotir) development of capital equipment plan
8. New Business
  - a. Additional items as time permits
9. Establish date of next FC Meeting/Adjourn